



Michigan Department of Environmental Quality
Land and Water Management Division (LWMD)

Expedited Review for Floodplain: Minor Projects

An expedited permit review process for selected minor floodplain projects is available at Land and Water Management (LWMD) District Offices. All the criteria outlined below must be met and the information requested on the following page completed and submitted in full with the initial application to be eligible for expedited review. The actual processing time is dependent on staff workload.

The project must meet the following criteria to be eligible for the expedited review.

1. The site must be located in a community that has a Flood Insurance Rate Map with floodway designations and flood elevation data.
2. The site must not be located within a wetland regulated under Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.
3. Projects that include a proposal to place more than 300 cubic yards of fill within the 100-year floodplain are not eligible for the expedited permit review process.
4. The site must not be associated with sensitive natural resource areas, such as:
 - A federally designated wild or scenic river
 - A state designated natural river
 - A state or federally designated wilderness or environmental area
 - A state or federally listed or proposed threatened or endangered species
 - An identified historic or archeological area
 - An identified recharge area for drinking water aquifers
 - An identified rare or unique ecological type

Projects located in the floodway fringe (non-floodway) portions of the 100-year floodplain.

1. Open pile decks and boardwalks
2. Residences, commercial/industrial facilities, garages and accessory structures
3. Parking Lots
4. Pavilions, gazebos, large community playground structures
5. Residential swimming pools

Projects located within the floodway portions of the floodplain

1. Open pile decks and boardwalks, (non-enclosed) that are anchored to prevent floatation and that do not extend over the bed and bank of a watercourse
2. Parking lots constructed at grade or resurfacing that is no more than 4 inches above the existing grade
3. Dry hydrants that do not require fill placement
4. Scientific structure such as staff gauges, water monitoring devices, water quality testing devices, and core sampling devices which meet specific design criteria
5. Fish Structures that meet specific design criteria

For more information on whether a specific project application is eligible for expedited review, please contact the Floodplain Engineer in the project's LWMD district office.

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Applications that are incomplete or do not meet the expedited requirements will be reviewed according to normal processing procedures.

Applications must be submitted by mail, attn: MDEQ-LWMD, District Floodplain Engineer. Please note that all application fees submitted to district offices must be made by credit card or electronic check using the appropriate form. Note that applications accompanied by electronic check payments may require up to two weeks additional processing time.

To be considered complete, the application package must include:

1. The completed MDEQ application for permit, signed by the property owner. See the checklist provided with the application for more information. The application may be signed by the owner's agent with a letter from the owner authorizing the agent to apply for the permit.
2. Credit Card or Electronic Check payment for the proper application fee of \$100.
3. A location map and directions to the project site. The location map should include measured distances to the nearest intersection. Sample Drawings are available with the application.
4. Detailed site plans that include:
 - Horizontal (plan view) dimensions of project features
 - Vertical (elevation) dimensions of project features. Elevation certificates, elevation surveys, or drawings are acceptable for providing elevation information.
 - Cross section (side view) drawings through any fill areas and any proposed buildings. The cross sections should show existing and proposed grades and proposed floor elevations.
 - Volumes of cut and fill in cubic yards (provide computations).
 - At least one set of scaled 8.5" x 11" plans, reduced as necessary.
5. Photographs of the work site labeled to identify what is being shown and with the direction of the photo clearly indicated. Include photographs of any river or stream adjacent to the project.
6. A letter or statement from the local unit of government acknowledging your proposed application. Sample wording: "{City/Township} is aware of the proposed project within the floodplain to {project description} on a parcel of land at _____ and owned by _____. This letter does not represent an approval from our office at this time. "

Acceptance of an application for permit and the application fee does not guarantee issuance of a permit. Applications are reviewed and permitted or denied in accordance with applicable regulations. The application fee is a review fee and is non-refundable regardless of whether a permit is issued or denied

The permit application form and links to EFT forms can be found at www.michigan.gov/jointpermit.

District maps and addresses are provided at www.michigan.gov/deq, select "contact DEQ" from the top grey panel then select "district office" location".

General floodplain information and staff contacts may be found at www.michigan.gov/deqfloodplainmanagement